

**Elementary School Building Criteria Work Group - Volunteer Resource Form**

**DEADLINE FOR APPLICATION: MARCH 12, 2012**

Completed applications should be received by March 12<sup>th</sup> by Dr. Mary Ann DeMello, Assistant Superintendent of Schools, 89 Hayden Rowe Street, Hopkinton, MA 01748. Applications can be sent via US mail to Dr. DeMello, or via email to Sharon Williams at [swilliams@hopkinton.k12.ma.us](mailto:swilliams@hopkinton.k12.ma.us), but must be received by the end of the business day on March 12.

**NAME:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_  
**PO BOX:** \_\_\_\_\_  
**TEL#(Evening):** \_\_\_\_\_  
**TEL#(Day):** \_\_\_\_\_ (are you able to accept calls during the day?)  
**E-mail:** \_\_\_\_\_  
**Work email:** \_\_\_\_\_ (are you able to accept email at work?)  
**OCCUPATION/EDUCATION:** \_\_\_\_\_  
**REGISTERED VOTER?** YES: ☐ NO: ☐

**Current/previous Hopkinton- based volunteer experience:** \_\_\_\_\_  
**Current/previous volunteer experience** \_\_\_\_\_

**PLEASE CHECK APPLICABLE TRAINING OR EXPERTISE:**

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> Architecture   | <input type="checkbox"/> Excel                    | <input type="checkbox"/> Public Speaking        | <input type="checkbox"/> Public Speaking           |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Financial Administration | <input type="checkbox"/> PowerPoint             | <input type="checkbox"/> Real Estate Agent/Realtor |
| <input type="checkbox"/> Construction   | <input type="checkbox"/> Group Dynamics           | <input type="checkbox"/> Problem Solving Skills | <input type="checkbox"/> Report Writing            |
| <input type="checkbox"/> Education      | <input type="checkbox"/> Land Use Planning        | <input type="checkbox"/> Project Management     | <input type="checkbox"/> Research Skills           |
| <input type="checkbox"/> Engineering    | <input type="checkbox"/> Project Management       | <input type="checkbox"/> Public Safety          | <input type="checkbox"/> Teaching                  |

Reason for volunteering: \_\_\_\_\_

Volunteer goals? \_\_\_\_\_

Hours and days available for volunteer work: \_\_\_\_\_

Description of training or experience that may be pertinent to the volunteer position desired:

\_\_\_\_\_  
*Feel free to attach a resume, if desired.*

*I hereby verify that the statements I have made in this application are true and complete. I understand that if I am selected, any false or incomplete statements in this application will be grounds for immediate discharge. I hereby authorize you to investigate my employment and personal history.*

**APPLICANT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

*The Hopkinton Public School System does not discriminate on the basis of race, color, religion, national origin, age, gender, sexual orientation, genetic information, or disability in admission to, access to, employment in, or treatment in its programs and activities. The Hopkinton Public School System is committed to maintaining a school environment free of harassment based on race, color, religion, national origin, age, gender, sexual orientation, or disability. Harassment by administrators, certified and support personnel, students, vendors and other individuals at school or at school-sponsored events is unlawful and is strictly prohibited. The Hopkinton Public School System requires all employees and students to conduct themselves in an appropriate manner with respect to their fellow employees, students and all members of the school community.*